

SCVR Minutes

June 12, 2006
Sheraton Suites
Lexington, KY

Members Present:

Jane Burnam, Darrell Mattingly, Acting Chair, Beth Smith, Lee Gordon and Teresa Winkler

Staff Present:

Wade Bailey , Ralph Clark, Sherri Greer, Holly Hendricks, Allison Jessee, Jason Jones, Barry Newill, Nanci Shelden and Greg Willett

Guests Present:

Lisa Durham and Vicki Lynn Staggs

Darrell Mattingly welcomed everyone to the Council and introductions were made.

Executive Director Update:

Beth Smith reported on the activities of the agency. Smith informed the new Council that Branch Manager, Jay Whitaker, would be retiring after working for the agency for over 30 years. As a result, the Office of Vocational Rehabilitation would be rearranging the districts. Smith continued to report High Performance Organization Training (HPO) would be provided very soon. Smith provided a brief description of HPO, explaining that it is a two-day training for new OVR employees on team building skills and customer service. Smith notified the Council that Leadership is working to change and upgrade the Professional Rehabilitation Assistant (PRA) program. Smith continued to report that a Leadership Succession Program is being developed. Workforce Investment Commissioner Laura Owens has agreed to pursue a name change for the Carl D. Perkins Comprehensive Rehabilitation Center (CDPCRC) to the Carl D. Perkins Vocational Training Center (CDPVTC). Smith continued to update the Council of possible new Council members. She explained that 16 new names were submitted to the Governor's office for appointment. There were 8 new appointments to Statewide Independent Living Council (SILC). She notified the group it might be July before we get additional appointments. Finally, Smith reported that the RSA visit is on August 14, 2006 and their stay will last for one week. RSA is the federal arm that oversees our agency. Smith reported RSA's main focus would be on the State Plan. Smith said she would provide SCVR with an update on the visit at the next Council meeting.

CDPCRC Report:

Barry Newill provided the Council with the CDPCRC report. Newill informed the Council of some basic information regarding the Center and that they're going to get a new roof for the Center. Newill shared a video of the Center, which is a new marketing tool staff has been using to promote the Center's many benefits to Kentuckians with disabilities. Newill continued to report the Center would have about a 40% turnover rate of staff between 2003 and 2008 due to retirements. Customer satisfaction over the past 5

years has been 90% and about 77% of students who enter the programs at the Center complete their training programs. Packets of information regarding the Center were distributed and explained by Newill. He informed the Council that the Center graduation would be held on Friday, June 16, 2006 and invited all members to attend. Prior to the graduation all the graduates are invited to participate in an advocacy-training program conducted by Allison Jessee. The training teaches the graduates how to self-advocate in the workplace. Darrell Mattingly encouraged everyone to attend the graduation.

Agency Issues:

Darrell Mattingly opened the floor and asked if there were any agency issues that they would like to discuss. Ralph Clark informed the Council that there had been a minor change in the sliding scale for post-secondary tuition since the last Council meeting. The amount of VR sponsorship without requiring an exception was raised to \$2,500 primarily due to increases in post-secondary costs and changes in federal Pell Grant. Clark said this change will increase agency expenditures about .5 million dollars this year. Allison Jessee reported on the upcoming RSA visit. Jessee expressed RSA's interest in KY VR programs and meeting the key staff in OVR. Jessee reported RSA is very interested in the Council and would like to meet at least one representative from SCVR. Jessee turned the discussion to the Drug and Alcohol policy changes OVR staff are reviewing and revising. She assured the Council the new policy would come through the Council when a draft is complete.

Committee Information:

Policy and Planning Committee:

Allison Jessee provided information regarding the Policy and Planning Committee. Allison introduced herself and began to explain this committee reviews and recommends policies. Jessee also informed the Council the Policy and Planning Committee is involved with the Strategic Plan, which is 3-year plan. Currently, OVR is in the process of updating the Strategic Plan. Jessee continued to report this committee is very involved with the construction of the strategic plan. The plan would be submitted to the Council twice a year. Jesse also informed the group federal law requires the state plan and it is very important and provides an overview of the agency. The Council is involved with proposing ideas to the state plan, which is submitted annually. Other issues the committee discusses is the counselor's manual, service fee memorandums, and the Visioning Forums. Jessee explained the purpose of the forums is to gather feedback from across the state from anyone that has an interest in our agency.

Program Evaluation and Services:

Holly Hendricks provided a brief overview of the Program Evaluation and Services Committee. Hendricks explained the primary mission of this committee is to enhance the agency's effectiveness. Hendricks provides OVR data if it is needed for the committee. She continued on by saying this committee is responsible for the Consumer Satisfaction Survey. Recently, the survey was shortened so the Council and OVR can pinpoint the most important aspects of the survey. Hendricks informed the Council that by shortening the survey, it has increased our response rate. This committee will look

at the survey to see what should be changed or added to it. Hendricks explained she reviews the data, as does the committee. The committee looks at other sources of information such as Census Bureau or the Department of Labor Statistics to obtain data. Hendricks reported that during the next SCVR meeting in September, there would be a presentation given on the 2005 Consumer Satisfaction Survey.

Public Awareness, Advocacy, and Legislative Committee:

Mindy Yates provided a description of the Public Awareness, Advocacy, and Legislative Committee (PAL). This committee meets quarterly with the SCVR and the main duty is to insure individuals with disabilities, constituents, and policy makers are aware of Vocational Rehabilitation. Yates informed the Council this committee develops and reviews the annual report. This includes the format, design, content, and target audience such as advocacy groups, legislators, etc. Yates continued to say this committee might be asked their input on brochures, handouts, etc. and there might be legislative issues the committee would want to include in the report. The responsibilities of the committee include: drafting recommendations to the Council, informing legislators of issues of importance to individuals with disabilities, planning and implementing employer recognition, and make recommendations for action by Vocational Rehabilitation regarding public awareness, advocacy or legislative awareness activities. Jason Jones continued to say this committee is the liaison for the outside community.

Interagency Coordinating Committee:

Mindy Yates provided the Council with a brief overview of the duties and responsibilities of the Interagency Coordinating Committee (ICC). Yates explained the committee's main function is to coordinate with other Councils, agencies, and disability organizations. Yates continued to say this committee meets quarterly in Frankfort prior to each SCVR meeting and is made up of one person from the Council and representatives of advocacy groups, councils and committees interested in disability and employment issues. Members are primarily individuals who are state employees. The Committee recently completed a survey of participant organizations to see what issues are the most important to them. Yates informed the Council transition and Supported Employment were the top two topics that the Interagency Coordinating Committee was most concerned about. Yates reports the next ICC meeting will be August 22nd.

Information Sharing:

Holly Hendricks provided a brief summary on the 6 Month/12 Month Survey Results and the CareerScope Effectiveness Study. Hendricks explained that the CareerScope is an aptitude and interest test available on the computer for consumers. Hendricks reported that surveys were sent to staff to see if they like using CareerScope. The findings were counselors like it and they use it. CareerScope should pay for itself after two years. OVR is looking into Occubrowse, which is a complimentary tool the agency could use. Hendricks explained that Occubrowse is a WebCrawler that hunts for the jobs, which were identified in the CareerScope test. Hendricks also reported that the counselor could put in the radius in the computer and Occubrowse searches for jobs available in that area. Hendricks turned the discussion to the 6 and 12-month follow up survey.

She described the survey as a one-page survey 6 and 12 months after the consumer's case is closed successfully. There have been 5600 surveys sent out. Hendricks reported the Survey was changed a little and the return rate is 22%. The survey results indicate that 77% of respondents were employed at the time of survey. 40% reported an increase in salary since completing their rehabilitation program. 38% reported that they were unemployed with 11% reported becoming unemployed in the last 7 to 12 months. 23% of all comments thanked Vocational Rehabilitation for the services they obtained. Hendricks was pleased to report the consumers thought the services they received were beneficial. All staff received a copy of the report.

Rehabilitation Technology:

Ivy Alexander provided an excellent presentation on Assistive Technology. Types of AT discussed were home accessibility, bathroom modifications, adaptive driving, jobsite accessibility, computer accessibility, keyboard options, mouse alternatives, modified work stations and text-to-speech software.

Bylaws:

Mindy Yates and Darrell Mattingly provided information regarding the bylaws. Mattingly encouraged Councilmembers to study the bylaws.

Meeting Called to Order:

Darrell Mattingly called the meeting to order at 1:47 PM and welcomed everyone to the meeting.

Approval of Minutes:

Beth Smith made the motion to approve the March 20, 2006 minutes. Teresa Winkler second, motion carried unanimously.

Chair Report:

Darrell Mattingly thanked Allison Jessee for her hard work on the state plan and stated that the plan has been submitted.

Staff Report:

Mindy Yates provided the staff report. Yates mentioned the conflict of interest change in the bylaws. Yates was pleased to report the staff has identified the appropriate people on the council and appointments and re-appointments had been sent to the Governor's Office. Yates passed around a sheet for Councilmembers to indicate their preferences for committee assignments. Yates concluded by stating in August the staff provided training to all new Council members.

VR, CAP, SILC reports:

Vicki Staggs reported on behalf of CAP. Staggs began by informing the Council of some statistics that were included in their packets. The Client Assistance Program (CAP) had been involved in visiting and surveying One-Stop Career Centers to make sure they were accessible to people with disabilities. Staggs was please to report most One-Stop welcomed CAP staff but some, unfortunately, did not. One-Stops that were

not visited were provided with questionnaires. One survey has been completed and returned Darrell Mattingly gave the SILC report. Mattingly stated he is thrilled to have new members appointed to SILC, which met a week ago. Mattingly reported that, like SCVR, SILC too is having problems with appointments and has not been getting much work done due to this dilemma. Mattingly reported the next SILC meeting will be August 29, 2006 in Murray, KY.

Old Business:

Old business began with the discussion of the Election process. **Motion made by Lee Gordon to take the election off of the table, Teresa Winkler second. Motion carried unanimously.**

Teresa Winkler made the motion to table the election until the September meeting at which time an election for the chair and co-chair is to be held. Lee second. Motion carried. Beth Smith re-assured the Council she would continue to push for appointments and re-appointments for the next meeting. **Teresa made a motion that Darrell continue to serve as chair until the next meeting when elections could be held, Lee second. Motion carried unanimously.**

New Business:

Darrell Mattingly suggested the Council should discuss the employer recognition awards and how the Office of Vocational Rehabilitation should proceed and recognize the employers. Mattingly informed the Council at one time SCVR would conduct a dinner for the employers. However, with the budget SCVR and OVR currently have now, we cannot do this. Beth Smith and Jason Jones are now traveling from district to district presenting the awards to the nominees. Mattingly reports he does not feel the employers are getting the recognition they deserve. Mattingly recommended each district pick one employer of the year and out of the District nominations, the council will pick four regional winners and then will pick an employer of the year to be recognized at the September 11 Council meeting and luncheon. **Motion made by Lee for the Council to pick, out of all districts, four regional winners and a statewide employer of the year and recognize them at the September Council luncheon. Teresa second. Motion carried unanimously.**

Discussion moved to the re-naming of Carl D. Perkins Comprehensive Rehabilitation Center (CDPCRC) to the Carl D. Perkins Vocational Training Center (CDPVTC). Mattingly recommended that the Council support the idea of the name change and believes the name change would benefit students when looking for employment. **Lee Gordon made the motion to change the name of the Carl D. Perkins Comprehensive Rehabilitation Center to the Carl. D. Perkins Vocational Training Center (CDPVTC), Lisa second. Motion carried.**

Some announcements were made. Barry Newill, on behalf of the CDPCRC, encouraged everyone to attend the graduation on Friday, June 16, 2006. **Jane Burnam made the motion to write a letter of congratulations to the graduates, Lee second. Motion carried.** Ivanora Alexander informed the Council the Assistive

Approved September 11, 2006

Technology conference will be held June 28 and June 29 in Lexington, KY at the Cardinal Hill Rehabilitation Hospital. Everyone is welcome to attend the conference and Darrell Mattingly will be attending on behalf of the Council. Darrell Mattingly reminded the Council of the upcoming RSA visit in August.

The Council asked the staff to send a card to a seriously ill Vocational Rehabilitation staff member on behalf of the Council.

Next meeting:

Monday, September 11, 2006. **Teresa made the motion that the next meeting be held in whatever hotel in Lexington could provide the luncheon and meeting at the most economic cost Lee second. Motion carried unanimously.**

Motion to adjourn by Lee Gordon, second by Jane Burnam.

Meeting adjourned at 2:33 PM